

Electronic Data Interchange (EDI) Standards: Transition to Versions 5010 and D.0



Checklist for Level I Testing Activities

This checklist can be used to assist you in completing Level I testing activities (internal readiness) in preparation for external testing of the new Versions 5010 and D.0 standards with your trading partners. The Level I testing activities are identified in the column on the left and suggestions for completing each testing activity are listed in the column on the right.

Testing Activity	Elements
<input type="checkbox"/> Obtain the Technical Report Type 3 (TR3) documents	To purchase the TR3, go to Washington Publishing Company, publisher of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) Accredited Standards Committee (ASC) X12 TR3 Document for Health Care, at http://www.wpc-edi.com on the Internet.
<input type="checkbox"/> Establish a project team and develop an initial project plan	<ul style="list-style-type: none"> Obtain executive sponsorship for the team: <ul style="list-style-type: none"> Estimate the financial impact of technical and business changes to the organization so sufficient financial and personnel support can be acquired. Elect a leader who can lead a multidisciplinary task force. Include representatives from the information systems department, all areas using the data, and business end users. Develop metrics and measurement tools to track the status of the project.
<input type="checkbox"/> Conduct a gap analysis	<p>A gap analysis determines the system and business process changes needed in order to create a project plan, timeline, and communication strategy. Basic gap analysis tasks include the following:</p> <ul style="list-style-type: none"> Inventory all software applications and vendors. Identify potential impact by determining whether these applications take in or produce the HIPAA EDI transactions (e.g., Claim, Remittance, Eligibility Inquiry, Claim Status) or Code Sets (e.g., Procedure and Diagnosis Codes). Contact the vendor and determine when they will deliver their software upgrade. Understand the upgrade requirements: hardware, file conversions, and implementation compatibility with the current version. Perform any necessary hardware or software procurements. Determine which payers represent the primary source of provider's revenue; contact these payers to learn of their implementation timeline and information distribution channels (e.g., listservs). Contact clearinghouses to learn when they will complete testing with the payers representing the provider's primary source of revenue. If provider is at risk, plan an alternate delivery channel for EDI. Analyze hardware requirements to ensure the hardware supports the required upgrades. Identify what is new in Versions 5010 and D.0 and determine what information is applicable to the organization: <ul style="list-style-type: none"> Medicare has performed a comparison of the current and new formats for the transactions used, which can be found at http://www.cms.gov/ElectronicBillingEDITrans/18_5010D0.asp on the CMS website. Identify what content was deleted from Versions 5010 and D.0 and determine the impact to business processes. Identify changed content: <ul style="list-style-type: none"> An example of content change is the infrastructure changes made to Version 5010 for the International Classification of Diseases (ICD-10) Project. Identify business processes affected by the new systems.

Testing Activity

Elements

☐ Communicate early and often

- Identify internal and external stakeholders and trading partners and engage them in the planning process.
- Coordinate and manage direct connection with trading partners throughout the transition.
- Contact application vendors to learn of their delivery schedule for the system upgrade.
- Contact clearinghouse vendors to learn of their testing schedule for payers of key interest to provider.
- Contact key payers to learn of EDI exchange modifications (e.g., will a new Submitter ID be required for the 5010 version versus the current 4010 version; will telecommunication connectivity changes be required).

☐ Educate and train staff

- Provide training for business and technical staff on the changes identified through the gap analysis. Training should focus on the following:
- Understanding the transaction changes.
 - Learning the practice management system (software) changes.
 - Learning new workflow processes.

For additional information related to the HIPAA Eligibility Transaction System (HETS), visit <http://www.cms.gov/HETSHelp> on the CMS website.



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